



## TITLE VI ACCOMPLISHMENTS & GOALS REPORT

This outline is for LPA and other governmental entities to report Title VI activities that occurred over the past year and report Title VI goals for the upcoming year. Reports must be returned on or before due date to meet eligibility requirements for federal funding. Send to [TitleVI@WSDOT.wa.gov](mailto:TitleVI@WSDOT.wa.gov)

**DUE DATES:** Refer to Section 28.3 for scheduled reporting period and due date

### Contact Information

Name and title of administrator (signature on Standard Assurances): Pete Schave, Mayor

Mailing Address: 200 East Market Street

City: Aberdeen WA Zip Code: 98520 County: Grays Harbor

Phone #: (360) 537-3227 email address: [Mayor@aberdeewa.gov](mailto:Mayor@aberdeewa.gov)

Name and title of head of transportation-related services: Rick Sangder, Public Works Director

Mailing Address: 200 East Market Street

City: Aberdeen WA Zip Code: 98520 County: Grays Harbor

Phone #: (360) 537-3228 email address: [rsangder@aberdeewa.gov](mailto:rsangder@aberdeewa.gov)

Name and title of designated Title VI coordinator\*: Dani Smith, HR Director

Mailing Address: 200 East Market Street

City: Aberdeen WA Zip Code: 98520 County: Grays Harbor

Phone #: (360) 537-3207 email address: [dsmith@aberdeewa.gov](mailto:dsmith@aberdeewa.gov)

\*When the Title VI coordinator changes, notify [TitleVI@WSDOT.wa.gov](mailto:TitleVI@WSDOT.wa.gov) within 30 days.

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To comply with Title VI requirements, each annual report submission must include signed Standard Assurances (USDOT1050.2A).

### Accomplishments

1. Have there been any changes to the approved Title VI Plan that have not been reported to OEO? If Yes, please submit an update to the Title VI Plan with a new signature.

Yes, the designated Title VI Coordinator changed. The new Title VI Coordinator is Dani Smith, HR Director

2. Organization, Staffing, Structure – Describe the Title VI Program reporting structure including the Title VI Coordinator, Administrative Head, and transportation-related staff. The list should include name, race, color, and national origin of each individual. Include the same details if your LPA has a volunteer or appointed board related to transportation decision making.

**Elected Officials**

Mayor:	Pete Schave, Caucasian, White, USA
Council Member:	Melvin Taylor, Caucasian, White, USA
Council Member:	Kacey Morrison, Caucasian, White, USA
Council Member:	David Gakin, Caucasian, White, USA
Council Member:	John Maki, Caucasian, White, USA
Council Member:	Elizabeth Ellis, Caucasian, White, USA
Council Member:	Kathleen Kachman, Caucasian, White, USA
Council Member:	Marissa Aube, Caucasian, White, USA
Council Member:	Deborah Ross, Caucasian, White, USA
Council Member:	Joshua Francy, Caucasian, White, USA
Council Member:	Debi Pieraccini, Caucasian, White, USA
Council Member:	David Lawrence, Caucasian, White, USA

**City Staff**

Operation and Maintenance Dir.:	Mike Randich, Caucasian, White, USA
Human Resource Director	Dani Smith, Caucasian, White, USA
Public Works Director:	Rick Sangder, Caucasian, White, USA
City Engineer:	Nicholas Bird, Caucasian, White, USA

3. Community Demographics – Using a map of the LPA's boundaries, describe the demographics of the LPA's service area (e.g., race, color, national origin, low-income). List, by individual languages, the percent of the population(s) that is limited English proficient.

City of Aberdeen Population Estimates, July 1, 2021 (V2021)	17,191	Supplemental Data Aberdeen School District 2015-2019	Census Population X SDASD%
White alone	82.1%	74%	12,721
Black or African American Alone	0.9%	1%	171.91
American Indian and Alaska Native alone	4.4%	4%	687.64
Asian alone	1.0%	1%	171.91
Native Hawaiian and Other Pacific Islander alone	0.6%	1%	171.91
Two or more Races	7.2%	4%	687.64
Hispanic or Latino	21.6%	15%	2,578.65
White alone, not Hispanic or Latino	68.6%	n/a	n/a
Foreign born persons (2016-2020)	7.0%	n/a	n/a
Language other than English Spoken at home, pct age 5+, 2016-2020	15.3%	n/a	n/a
Median household income, 2016-2020	\$42,203	\$48,725	n/a
Persons in poverty	21.9%	22.7%	3,902.35

4. Complaints – Provide a copy of the LPA’s Title VI complaint log, including new Title VI complaints received during this reporting period and any still pending. Include the basis of the complaint (race, color, national origin) and describe the disposition (status/outcome).

No Title VI complaints have been received.

5. Planning – Describe the transportation planning activities performed this reporting period. Describe the actions taken to promote Title VI compliance regarding transportation planning, including monitoring and review processes, community involvement, their outcome or status. Include examples of community outreach.

Community outreach is principally facilitated through the Transportation Benefit District (TBD) planning process, where the Engineering group prepares a draft plan encompassing maintenance and improvement projects in each ward within the City and conducts a public hearing on the draft plan. Adjustments are made based on public and council input, then implemented for the upcoming year.

6. Right-of-way actions – Describe activities during this reporting period associated with the purchase, sale, lease/use, or transfer of real property (related to highway transportation/public right-of-way use). Include demographic information of affected populations. For example, the race, color, national origin of affected property/business owners(s)/tenant(s).

Right-of-way actions in 2021 included advanced acquisition of property for the US 12 Rail Separation Project. All properties acquired were done so at a public auction for tax lien properties initiated by Grays Harbor County. No information on the previous owners was obtained.

7. Identify right-of-way appraisers and acquisition staff (used during this reporting period) by race, color, national origin.

N/A

8. Studies and Plans – Were any transportation studies (including environmental reviews) conducted or transportation plans completed during this reporting period? Identify the data source(s) and provide data summary (Title VI/Environmental Justice Analysis) relative to ethnicity, race, languages spoken, neighborhoods, income levels, physical environments, and/or travel habits. Explain how data was used in these studies/reviews/plans.

No transportation studies or plans were conducted in 2021.

9. Project Location and Design – Provide a list of construction projects that began during this reporting period. Using a map of the LPAs service area, identify project locations, and a brief description of the projects' benefits/burdens to affected populations. If possible, provide a map that overlays projects with the racial composition of affected neighborhoods.

West Aberdeen Safety Improvements – Project was focused on pedestrian mobility in the West Aberdeen area near A.J. West Elementary School. The project added marked cross walks, replaced substandard ADA ramps, and also added stop bars at intersections.

Stevens Elementary Pedestrian Improvements – Project added bicycle and pedestrian facilities in South Aberdeen adjacent to Stevens Elementary School. Improvements allow for multimodal transportation opportunities near school.

TBD Paving – Project was focused on pavement preservation of Wishkah, Heron, Garfield, and Thomas Streets.

Projects were selected based on asset or community need and not the socioeconomic status of adjacent affected populations.

10. Other Public Meetings – List other public meetings held during this reporting period. Identify efforts used to encourage citizen participation at those meetings. Detail dates, times, locations, attendance, and provide examples of outreach materials.

No other public meetings were held outside of the TBD public hearing and Council Meeting. No comments were made by the public during the hearing.

Identify members of the LPA's transportation planning and/or advisory groups by race, color, and national origin.

N/A

Specify methods used to collect demographic information from the transportation-related public meetings. (Self-identification surveys, notes by staff, etc.) Include summaries of Public Involvement Forms collected at each meeting, listing the demographics of those who attended by meeting.

N/A

List any language assistance services requested. For which languages? Who provided the service? In addition, list vital documents translated during the reporting period and identify the languages.

N/A

11. Transportation-related Construction and Consultant Contracts (if applicable) – Briefly describe the process used to advertise and award construction contracts during this reporting period. Include the process for negotiated contracts (e.g., consultants).

All Public Works contracts led by the City of Aberdeen in excess of \$300,000 are advertised both locally in The Daily World, and regionally in the Seattle Daily Journal of Commerce. There will be a minimum of two weeks for the advertisement period, and a three week minimum if federal funding is included. Depending on the complexity of the project, the advertisement period may be longer. The City utilizes a standard award process pursuant to RCW 39.04.

As the City of Aberdeen is a First Class City, we are statutorily required to include language, "Contractor agrees that the contractor shall actively solicit the employment of minority group members. Contractor further agrees that the contractor shall actively solicit bids for the subcontracting of goods or services from qualified minority businesses. Contractor shall furnish evidence of the contractor's compliance with these requirements of minority employment and solicitation. Contractor further agrees to consider the grant of subcontracts to said minority bidders on the basis of substantially equal proposals in the light most favorable to said minority businesses. The contractor shall be required to submit evidence of compliance with this section as part of the bid." Pursuant to RCW.35.22.650.

Advertisement for consulting services also includes Title VI Non-Discrimination in all transportation project related contracts and public notices. Selection of the consultant team is conducted pursuant to RCW 39.80. Scoring of the proposing entities includes a scoring category for minority group businesses. Negotiation of the proposed contract depends on the scope and services solicited and budget available.

12. Describe the actions taken to promote construction contractor/consultant compliance with Title VI by construction contractors/consultants, including monitoring and review processes, and their outcomes/status (e.g. what Title VI language was included in contracts and agreements; were contractors and consultants reviewed to ensure compliance; what Title VI responsibilities are explained to contractors and consultants?)

All contracts led by the City of Aberdeen encourage solicitation of DBE support as previously noted.

13. List construction, right-of-way, and consultant contracts with your LPA/MPO/entity for this report period with dollar value of each. Identify funding sources (federal, state, local, other), and how many were awarded to certified disadvantaged contractors (as a prime contractor/consultant).

West Aberdeen Safety Improvements: Dollar Value: \$269,480 Funding Sources: WSDOT (\$269,480) DBE Involvement: 0% required for design and construction; No DBEs involved on construction.

Stevens Elementary Pedestrian Improvements: Dollar Value: \$527,752 Funding Sources: WSDOT (\$378,200) and Transportation Benefit District (\$149,552) DBE Involvement: 0% required for design and construction; One DBE participated for minor removal of structures and obstructions relating to trucking.

TBD Paving: Dollar Value: \$444,365 Funding Sources: Transportation Improvement Board (\$393,306) and Transportation Benefit District (\$51,059) DBE Involvement: None.

14. Education & Training – Describe actions taken to promote Title VI compliance through education and trainings, including monitoring and review processes, and their outcomes/status.

N/A

List Title VI training/webinars your Title VI Coordinator attended this reporting period. Include dates and entity that conducted the training.

N/A

When was Title VI internal training provided to staff? Who conducted the training? What was the subject of the training? Provide the job titles and race/color/national origin of attendees.

N/A

List other civil rights training conducted locally. Provide dates and a list of participants by job title and Title VI role, if applicable.

N/A

#### **Title VI Goals for Upcoming Year**

What area(s) of Title VI does your agency plan to focus on in the upcoming year? Describe by particular program area what your agency hopes to accomplish. Include any significant problem areas to focus on and plans to address those.

1. Assign and ensure that appropriate staff has taken Title VI training, at a minimum basic level one training.
2. Post a summary of the Title VI Program on the City's website.